



OFFICE OF THE
DEPUTY INSPECTOR GENERAL OF POLICE
SHAHEED BENAZIRABAD RANGE

NO. ACCTT/10200-202/2018

Dated 27-04-2018

To,

The Director Advertisement,
Information Department,
Government of Sindh,
Block-95-96, Sindh Secretariat Karachi.

Subject: TENDER FOR PLANT & MACHINERY, FURNITURE & FIXTURE FOR DIGP OFFICE SHAHEED BENAZIRABAD RANGE.

Enclosed please find herewith a Tender Notice for publication in certified newspapers at least three via English, Urdu and Sindhi for Plant & Machinery, Furniture & Fixture of DIGP Office Shaheed Benazirabad.

(AHMED YAR CHOCHAN) PSP
DEPUTY INSPECTOR GENERAL OF POLICE,
SHAHEED BENAZIRABAD RANGE

- ✓ Copy to the Manager (Assessment) Sindh Public Procurement Regulatory Authority, Barrack No: 8, Sindh Secretariat No: 4-A Court Road Karachi, w/r to Publish Advertisement on SPPRA website, along with original Demand Draft of Rs: 2000/- No:02747406 dated 27-04-2018 of Bank NBP Main Br; N/ Shsh bid documents, PC, Order, CRC Order, Procurement plan and soft copy.
- ✓ Copy to the director I.T department, CPO Sindh Karachi, with request to publish tender/advertisement on Sindh Police website.

(AHMED YAR CHOCHAN) PSP
DEPUTY INSPECTOR GENERAL OF POLICE,
SHAHEED BENAZIRABAD RANGE

SPPRA INWARD DIARY

NO. 8611

DATE 30-04-2018



NOTIFICATION – PROCUREMENT COMMITTEE

A Procurement Committee with following composition in terms of Rule-7 of Sindh Public Procurement Rule 2010 (amended 2013), is hereby constituted for " Procurement of Purchase of Furniture & Fixture , Plant & Machinery" for Office and Range Rest House DIGP-Shaheed Benazir Abad Range with following composition:

- | | |
|---|------------------|
| 1. S.P District Naushehro Feroze | Chairman |
| 2. P.S to DIGP- SBA | Secretary/Member |
| 3. Madam Naseem Mastoi D.D(W.D.A) S.B.A | Member |

2/- The functions and responsibilities of the Committee, in terms of Rule-7 & 8 of SPPRA 2010 (amended 2013) shall be as under:

- a. Preparing of bidding documents
- b. Carrying out Technical as well as financial Evaluation of the bids.
- c. Preparing Evaluation reports as provided in Rule-45.
- d. Making recommendations for the award of contract
- e. Perform any other function ancillary any incidental to the above
- f. The Committee identify and supervise the work of repair/renovation of Building.
- g. The Committee shall send report of work completion to DIGP Shaheed Benazir Abad Range.

(IQBAL DARA) PSP
DEPUTY INSPECTOR GENERAL OF POLICE,
SHAHEED BENAZIRABAD RANGE

Copy submitted to:

- 1. The Inspector General of Police, Sindh Karachi (Atten: AIGP/Finance) for kind information & approval.
- 2. The Accountant General Sindh Karachi for information.
- 3. The Superintendent of Police, Naushehro Feroze for information & n/action.
- 4. Madam Naseem Mastoi D.D (W.D.A) S.B.A for information & necessary action.
- 5. The P.S to DIGP-S.B.A Range for information & n/action.
- 6. The Director (A&F), SPPRA, Barrack No.8, Secretariat 4-A, Court Road Karachi.
- 7. The Accountant to DIGP Office Shaheed Benazirabad Range for information



OFFICE OF THE
DEPUTY INSPECTOR GENERAL OF POLICE
SHAHEED BENAZIRABAD RANGE
NO.G.B/Build/134-33/2018, Dated 13-02-2018

NOTIFICATION – COMPLAINT REDRESSAL COMMITTEE

In compliance of Rule 31 of Sindh Public Procurement Rules 2010 (Amended 2013), DIGP-Shaheed Benazir Abad Range has constituted a "Complaint Redressal Committee" consisting on the following officers for Procurement of "Purchase of Furniture & Fixture, Plant & Machinery" of Office and Range Rest House Shaheed Benazirabad Range.

COMPLAINT REDRESSAL COMMITTEE.

- | | |
|---|--------------------|
| 1. D.I.G.P Shaheed BenazirAbad Range | Chairman/Secretary |
| 2. AEN Electrical District Buildings Dept.S.B.A | Member |
| 3. District Accounts Officer S.B.A | Member |

2/- The Complaint Redressal Committee shall announce its decision within seven days & intimate the same to the bidder and authority within three working days.

(IQBAL DARA) PSP
DEPUTY INSPECTOR GENERAL OF POLICE,
SHAHEED BENAZIRABAD RANGE

Copy submitted to:

1. The Inspector General of Police, Sindh Karachi (Atten: AIGP/Finance) for information & approval please.
2. The Senior Superintendent of Police N.Feroze for information.
3. The Senior Superintendent of Police Sanghar for information & necessary action.
4. The District Accounts Officer, Shaheed Benazir Abad for information & n/action.
5. The Director (A&F), SPPRA, Barrack No.8, Secretariat 4A, Court Road Karachi.
6. The Accountant,P.S to DIGP Office Shaheed Benazirabad Range for information.



OFFICE OF THE
DEPUTY INSPECTOR GENERAL OF POLICE
SHAHEED BENAZIRABAD RANGE
NO.G.B/Build/139-43/2018 Dated 13-02-2018

ORDER

The Worthy IGP Sindh Karachi has earmarked budget for Purchase of Furniture, Plant & Machinery for Office and Range Rest House DIGP-Shaheed Benazir Abad.

2/- The "Physical Inspection & Technical Committee" is hereby constituted comprising on the following officers under the chairmanship of undersigned to supervise and check the purchased items of "**Furniture & Fixture, Plant & Machinery**" items installed .

- | | |
|---|------------------|
| 1. S.P S.B.A | Chairman |
| 2. DSP/Admin DIGP-Office S.B.A | Secretary/Member |
| 3. Dr.Ashfaque Ali (I/C-Medical Officer P.L-Dispensary S.B.A) | Member |

3/- The above mentioned committee officers will issue certificate of physical inspection of purchased items which are to be installed at Office and Range Rest House DIGP- S.B.A.

(IQBAL DARA) PSP 
DEPUTY INSPECTOR GENERAL OF POLICE,
SHAHEED BENAZIRABAD RANGE

1. The Inspector General of Police, Sindh Karachi (Atten: AIGP/Finance) for kind information & approval.
2. The Superintendent of Police, Shaheed Benazirabad for information & n/action.
3. The Superintendent of Police, Naushehro Feroze for information & n/action
4. Dr.Ashfaque Ali (I/C-Medical Officer P.L-Dispensary S.B.A)for information & n/action.
5. The Director (A&F), SPPRA, Barrack No.8, Secretariat 4A, Court Road Karachi.
6. The DSP/Admin for DIGP-Office S.B.A for information and necessary action.
7. The Accountant, P.S to DIGP Office Shaheed Benazirabad Range for information



GOVERNMENT OF SINDH
POLICE DEPARTMENT

No. G-I/ 387 /2018/Karachi

Dated 29.03.2018.

ORDER

SUBJECT:- POST FACTO APPROVAL

Post Facto approval is hereby accorded in connection with constitution of following Committees already constituted by the DIGP/Shahed Benazirabad for Purchase of Furniture & Fixture and Machinery for office and range rest house DIGP/Shahed Benazirabad for the year 2017-18 w.e.f. the dates of constitution of committees:-

Notified of Procurement Committee Vide No.G.B/Build/129-33 Dated:13-02-2018

- | | |
|---|--------------------|
| 1. SP/Naushehro Feorze | (Chairman) |
| 2. P.S. to DIGP/SBA | (Secretary/Member) |
| 3. Madam Naseem Mastoi, D.D.(W.D.A) SBA | (Member) |

Notified Physical Inspection & Technical Committee vide No.G.B/Build/139-43 Dated 13-02-2018

- | | |
|--|--------------------|
| 1. SP/SBA | (Chairman) |
| 2. DSP/Admin DIGP Office SBA | (Secretary/Member) |
| 3. Dr.Ashfaque Ali, I/C Medical Officer P.L.
— Dispensary SBA | (Member) |

Notified Complaint Redressal Committee vide No.G.B/Build/134-38 Dated 13-02-2018

- | | |
|--|----------------------|
| 1. DIGP/Shahed Benazirabad Range | (Chairman/Secretary) |
| 2. AEN Electrical District Building Deptt: SBA | (Member) |
| 3. District Accounts Officer SBA | (Member) |

Sd/-

INSPECTOR GENERAL OF POLICE,
SINDH, KARACHI.

(Syed Muhammad Ali Raza)PSP
AIGP/Logistics,
For Inspector General of Police,
Sindh Karachi.

Office of the DIG
SINDH
8805
09 04
18
et/1900

Copy to following for information:-


1. DIGP/Shahed Benazirabad Range w/r to his letter No.G.B/Build/149 dated:14-02-2018.
2. PS to IGP Sindh.
3. PS to DIGP/Finance, Sindh.


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ANNUAL PROCUREMENT PLAN FOR PROCUREMENT OF GOODS

FINANCIAL YEAR 2017-18

S.#	Description of Procurement	Quantity (Where applicable)	Estimated Unit Cost (Where applicable)	Estimated total cost	Funds allocated	Source of funds (ADP/Non ADP)	Proposed procurement method	Timing of Procurement				Remarks
								1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr	
	Plant & Machinery											
1	Dawlance/Kenwood, A.C-Floor Standing (02 ton)	1 Nos.	115,000	147,436								
2	Samsung/Equivalent LED-T.V 43" Smart TV	2 Nos.	150,000	192,308								
3	Samsung/Equivalent LED-T.V 43" Smart TV	2 Nos.	100,000	128,205								
4	PABX-Panasonic Complete System " 2x08 lines with telephone set and wiring	1 Nos.	25,000	32,051	1,016,000							
5	Cooking Range 03 burners with oven	1 Nos.	40,000	51,282								
6	C.C-T.V Camera System 04 HD cameras with DVR, one month recording, 24" inch LED and wiring and fitting with duck patti	1 Nos.	60,000	76,923								
7	C.C-T.V Camera System 08 HD cameras with DVR and one month recording, 24" LED wiring and fitting with duck patti.	1 Nos.	225,000	288,462		Non ADP	Single Stage One Envelope					4th Qtr
	Conference Room Mike System (25 person) complete system with wiring			916,667								
	Furniture & Fixture											
1	Double bed with mattress	1 Nos.	50,000	64,103								
2	Conference table (width 6' and length 12')	1 Nos.	115,000	147,436								
3	Chairs for conference Table	24 Nos.	96,000	123,077	430,000							
5	Executive table 4 x 6 with side Rack top with Glass	1 Nos.	75,000	96,154								
6	Executive Chair	1 Nos.	30,000	38,462								
7	Visitor Chair	6 Nos.	51,000	65,385								
				534,617								


 (Mr. Abdul Jabbar Shaikh)
 P.S to DIGP SBA
 (Secretary / Member)


 (Imrah Qureshi) PSP
 Superintendent of Police Naushahro Feroze
 (Chairman)


 (Madam Naseem Mastoi)
 Deputy Director Women Department SBA
 (Member)

PURCHASE OF MACHINERY & FURNITURE FOR DIGP OFFICE SHAHEED BENAZIRABAD

(Estimate)

S.No	Name Item	Qty	Rate	AMOUNT	Rate with tax	Amount
1	Dawlance/Kenwood, A.C-Floor Standing (02 ton)	1	115,000	115,000	147,436	147,436
2	Samsung/Equivalent LED-T.V 43' Smart TV	2	75,000	150,000	96,154	192,308
3	PABX"Panasonic Complete System " 2x08 lines with telephone set and wiring	2	50,000	100,000	64,103	128,205
4	Cooking Range 03 burners with oven	1	25,000	25,000	32,051	32,051
5	C.C-T.V Camera System 04 HD cameras with DVR, one month recroding, 24" inch LED and wiring and fitting with duck patti	1	40,000	40,000	51,282	51,282
6	C.G-T.V Camera System 08 HD cameras with DVR and one month recroding, 24" LED wiring and fitting with duck patti.	1	60,000	60,000	76,923	76,923
7	Conference Room Mike System (25 person) complete system with wiring	1	225,000	225,000	288,462	288,462
8	Double bed with mattress	1	50,000	50,000	64,103	64,103
9	Conference table (width 6' and length 12')	1	115,000	115,000	147,436	147,436
10	Chairs for conference Table	24	4,000	96,000	5,128	123,077
11	Executive table 4 x 6 with side Rack top with Glass	1	75,000	75,000	96,154	96,154
14	Executive Chair	1	30,000	30,000	38,462	38,462
15	Visitor Chairs	6	8,500	51,000	10,897	65,385
TOTAL				1,132,000		1,451,282

Rates with Tax

Mr. Abdul Jabbar Shaikh
PS to DIGP SBA
(Member)

(Imran Qureshi) PSP
Superintendent of Polide Naushahro Feroze
(Chairman)

(Madam Naseem Mastoi)
Deputy Director Women Department SBA
(Member)

MINUTES OF THE PROCUREMENT COMMITTEE'S MEETING CONVENED ON 23.04.2018 AT 1500 HOURS IN THE OFFICE OF DIGP OFFICE SHAHEED BENAZIR ABAD RANGE FOR PROCUREMENT OF PLANT & MACHINERY / FURNITURE & FIXTURE FOR DIGP OFFICE SHAHEED BENAZIR ABAD RANGE FROM SAVING BUDGET FOR THE YEAR 2017-2018.

The following Officers have attended the subject meeting:-

1. SP Naushahro Feroze (Chairman)
2. P.S to DIGP SBA (Secretary / Member)
3. Madam Naseem Mastoi, D.D (W.D.A) SBA (Member)

Agenda:-

- (i) To approve the Procurement Plan for the year 2017-18
- (ii) To approve the specification.
- (iii) To approve the Bid document/NIT

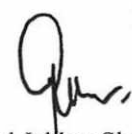
Discussion / Decisions:-


The Secretary of the Committee briefed about the amount of saving budget 2017-18 under head Plant & Machinery, Furniture & Fixture. Following Machinery Equipment, Furniture & Fixture to be procured from the saving budget. The Committee discussed the agenda of meeting in detail and approved the same. The Committee recommended that the tender notice may be floated in the Press at an early date:-

S#	Name of Item	Qty
1.	Dawlance/Kenwood, A.C-Floor Standing (02 ton)	1 Nos.
2.	Samsung/Equivalent LED-T.V 43" Smart TV	2 Nos.
3.	PABX*Panasonic Complete System " 2x08 lines with telephone set and wiring	2 Sets
4.	Cooking Range 03 burners with oven	1 Nos.
5.	C.C-T.V Camera System 04 HD cameras with DVR, one month recroding, 24" inch LED and wiring and fitting with duck patti	1 Nos.
6.	C.C-T.V Camera System 08 HD cameras with DVR and one month recroding, 24" LED wiring and fitting with duck patti.	1 Nos.
7.	Conference Room Mike System (25 person) complete system with wiring	1 Nos.
8.	Double bed with mattress	1 Nos.
9.	Conference table (width 6' and length 12')	1 Nos.
10.	Chairs for conference Table	24 Nos.
11.	Executive table 4 x 6 with side Rack top with Glass	1 Nos.
12.	Executive Chair	1 Nos.
13.	Visitor Chair	6 Nos.


(Imran Qureshi) PSP

Superintendent of Police Naushahro Feroze
(Chairman)


(Mr. Abdul Jabbar Shaikh)
PS to DIGP SBA
(Member)


(Madam Naseem Mastoi)
Deputy Director Women
Department SBA
(Member)



**OFFICE OF THE DEPUTY INSPECTOR GENERAL OF POLICE
SHAHEED BENAZIRABAD RANGE**

Address: NEW NAKA SOCIETY ROAD, OPPOSITE FEDERAL LODGES, SHAHEED BENAZIRABAD
Tel No. 0244-9370560

NOTICE INVITING TENDER

In accordance with Sindh Public Procurement Rules, 2010 (Amended 2017), the Deputy Inspector General of Police Shaheed Benazirabad Range, invites tenders from Suppliers, Authorized dealers & well reputed firms registered with FBR for Sales Tax, Income Tax & other related taxes for the supply of following Machinery Equipment for DIGP Office Shaheed Benazirabad Range:-

S#	Name of Item	Qty
1	Dawlance/Kenwood, A.C-Floor Standing (02 ton)	1 Sets
2	Samsung/Equivalent LED-T.V 43' Smart TV	2 Nos.
3	PABX"Panasonic Complete System " 2x08 lines with telephone set and wiring	1 Nos.
4	Cooking Range 03 burners with oven	1 Nos.
5	C.C-T.V Camera System 04 HD cameras with DVR, one month recroding, 24" inch LED and wiring and fitting with duck patti	1 Nos.
6	C.C-T.V Camera System 08 HD cameras with DVR and one month recroding, 24" LED wiring and fitting with duck patti.	1 Nos.
7	Conference Room Mike System (25 person) complete system with wiring	1 Nos.
8	Double bed with mattress	1 Nos.
9	Conference table (width 6' and length 12')	1 Nos.
10	Chairs for conference Table	24 Nos.
11	Executive table 4x6with side rack top with glass	1 Nos.
12	Executive Chair	1 Nos.
13	Visitor Chairs	6 Nos.

INSTRUCTIONS:

1. Single Stage-One envelope Procedure will be adopted for the tender process. Bid shall comprise of a single package containing two separate envelopes. Each envelope shall contain separately sealed financial proposal and technical proposal. Envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion.
2. Interested Suppliers, Authorized dealers& well reputed firms may obtain the tender document along with tender fees Rs.1,000/- each item for the supply of above equipment from the office of the Deputy Inspector General of Police Shaheed Benazirabad Range Society Road Nawabshah by submitting an application on their letter head alongwith tender fees from the date of publication of the tender upto 14-05-2018 during office hours.
3. Sealed tenders on prescribed proforma in duplicate along with 2% earnest money of the total bid in the form of Pay Order (Payee's A/c in favour of DIGP SBA) on or before 15-05-2018 at 1400 hours.
The tender shall be opened on 15-05-2018 at 1500 hours in presence of Procurement Committee and in presence of representatives of bidders who choose to be present on the occasion.
5. Only Manufactures, Suppliers,Authorized dealers and well reputed firms registered with FBR for Sales Tax, Income Tax & other related Taxes are eligible to participate in the tenders (Documentary proof required).
6. Only bids offered on the prescribed tender form issued by DIGP Shaheed Benazirabad shall be accepted.
7. Conditional tender / application will not be entertained.
8. The Procurement Committee reserves the right to increase or decrease the quantity of items as per SPPRA Rules
9. The Procurement Committee can *cancel* the bidding process at any time prior to the acceptance of a proposal as per provision of Rule-25(1) of SPP-Rules.2010 (Amended 2017).
10. Bid documents can be downloaded from SPPRA website www.pprasindh.gov.pk and Sindh Police website www.sindhpolice.gov.pk.

(AHMED YAR CHOHAN) PSP
DEPUTY INSPECTOR GENERAL OF POLICE
SHAHEED BENAZIRABAD RANGE



**POLICE DEPARTMENT
DIGP OFFICE SBA RANGE**

**REQUEST FOR PROPOSAL
Procurement of Plant & Machinery,
Furniture & Fixture**

www.digp.acctt.sba110@gmail.com

M/s _____

2017-2018



Invitation to Bid

Instruction to bidder

- i. The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.
- ii. The DIGP Shaheed Benazirabad, request Tender Bids in sealed envelopes as per information required in this document. Proponents applying for bids should submit Financial Proposal and Technical Proposal in one envelope.
- iii. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, details of past project, items specification etc. Financial bids of firms not obtaining minimum passing criteria on Technical basis will not be opened.
- iv. Interested /Eligible bidders may obtain further information on the bid and inspect the bidding documents at the office of DIGP Shaheed Benazir Abad Range, Society Road Nawabshah during office hours on working days.
- v. All bids must be accompanied by a earnest money (2%) of total bid amount, and must be delivered to the office of the DIGP Shaheed Benazir Abad Range, Society Road Nawabshah on or before 02:00 P.M on 15.05.2018. The bids will be publicly opened in the office of DIGP Shaheed Benazir Abad Range at 03:00 P.M on the same day in presence of bidders who wish to remain present.
- vi. The Procurement Committee will not be responsible for any costs or expense incurred by bidders in connection with the preparation or delivery bids.
- vii. Bidders shall submit bids, which comply with the bidding documents, for alternate bids bidder has to purchase separate bidding documents and alternate bid shall be treated as separate bid.
- viii. The Procurement Committee can cancel the bidding process at any time prior to the acceptance of a proposal as per provision of Rule-25(1) of SPPRA Rules.2010.
- ix. All prices quoted must include any Taxes applicable, i.e. Income Tax, Sales Tax or any other tax imposed by government by law. If not specifically mentioned in the Quotation, then it will be presumed that the prices include all the taxes.
- x. Enquiries regarding this RFP shall be submitted in writing to:
DIGP Shaheed Benazir Abad.
Society Road Nawabshah
Phone: (0244) – 9370563, Fax (0244) –9370565.
- xi. Every page of the tender document should be signed and sealed by the bidder.


DEPUTY INSPECTOR GENERAL OF POLICE
SHAHEED BENAZIRABAD RANGE



BID FORM for

To:
The Deputy Inspector General of Police,
Shaheed Benazir Abad Range.

Sir,
Having examined the bidding documents, the receipt of which is hereby duly acknowledged, for the above Contract, we, the undersigned, offer to supply, deliver and test in conformity with the said bidding documents (Technical and Financial proposals are attached as annexure-B and annexure-C respectively) are submitted herewith separately as per your requirement.

We undertake, if our Bid is accepted, to complete the supply in accordance with the delivery time mention in this tender documents.

If our Bid is accepted, we will provide the performance security in the sum equivalent to equal to 10% percent of the Contract Price i.e.,Rs..... for the due performance of the Contract as per bid Security Form.

Dated this _____ day of _____ 2018.

WITNESS

BIDDER (Sign + Seal)

Signature: -----

Signature: -----

Name:-----

Name:-----

Title:-----

Title:-----

Address:-----

Address:-----

CNIC #:-----

CNIC #:-----



BID SECURITY FORM

WHEREAS _____ (hereinafter called “**the Bidder**” has submitted its bid dated _____ for the purchase of “ _____ _____”, (hereinafter called “**the Bid**”).

KNOW ALL MEN by these presents that We _____ (Name of Bank) of _____ (Name of Country) having our registered office at _____ (address of Bank) hereinafter called “the Bank”) are bound into the Deputy Inspector General of Police, Shaheed Benazir Abad Sindh (hereinafter called “the Purchaser”) in the sum of _____, for which payment well and truly to be made to the said Purchaser, the Bank bonds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this _____ day of _____, 2018.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
 - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
 - (b) Fails or refuses to execute the Contract Form, when requested.

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to _____ 2018, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)
By _____
(Title)
Authorized Representative



PERFORMANCE SECURITY FORM (Applicable in case of bank guarantee)

To: Deputy Inspector General of Police,
Shaheed Benazir Abad Range.

WHEREAS (Name of the Contractor) _____

Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for the purchase of hardware including " _____ ", dated _____ 2018 (hereinafter called "the Contract").

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total Sum of Rs. _____/- 10% of the total contract value (Amount of the guarantee), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums, within the limits of 10% of the total contract value (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until ___ day of _____ 2018, or the warranty period.

[NAME OF GUARANTOR]

Signature _____

Name _____

Titel _____

Address _____

Seal _____



1. General Terms & Conditions

i) Bid Bond

A bid bond, and bid security in the shape of a Pay Order / Bank Draft in favor of DIGP SBA equivalent to 2% of the total cost of bid should be submitted along with the tender.

ii) Validity of the proposal

All proposal and price shall remain valid for a period of 30 days from the date of the opening of Technical Proposals. However, the responding organization is encouraged to state a longer period of validity for the proposal.

iii) Currency

All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

iv) Withholding Tax, Sales Tax and other Taxes

The responding organization is hereby informed that the Government shall deducted tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any responding organization who signs a contract with the DIGP Shahced Benazir Abad. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal.

v) Stamp Duty

Stamp duty for contract documents shall be borne by Responding Organization / Bidder at the time of signing of contract.

vi) OEM relationships & Warranties

- Hardware items/equipment should have warranty, including parts and labour and license(if any)
- The responding organization (RO) to be authorized Partner/reseller of the original manufacturer.

vii) Supply Capabilities

Responsive Organization should clearly indicate the duration of replacement/repair of quoted item(s) specified in Annexure-D.

S.#	Item	Action Item	Response Time (in hours)
1		Replacement	
		Repair	
		Re-configuration	
		Backup Replacement	

viii) Compliance to Specification



The Responding Organization (RO) to provide information as per (Annexure-D). RO may not propose any kind of refurbished item in their technical proposals.

ix) Financial Capabilities

The RO(s) shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical proposal.

x) Liquidated damages.

- a) It is utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supply within stipulate period Security deposit will be forfeited in favor of the DIGP Shaheed Benazir Abad as stated at sub clause (d).
- b) An affidavit that the firm declares details of litigation with any client during the last 01 year be provided.
- c) An affidavit that the firm has never been blacklisted by any Government Department.
- d) Liquidated damages upto 2% per month of the contract price will be deducted for delayed supply/delivery of item/equipments then purchaser reserve the right to cancel the contract, forfeit the performance security and black list the firm.

xi) Delivery Time

- 30 days after issuance of purchase order or as mutually agreed in the contract.
- **Mode of payment:** 100% after supply of item(s)/equipment(s) and successful Inspection.

Execution / Delivery of all the items of the Bid will be at DIGP Office Shaheed Benazir Abad Range, Society Road, Nawabshah.

- xii) The earnest money is refundable after finalization of the bid in case of return of financial bids un opened to non responsive bidders, on request after opening of financial bids or when award / placement of purchase order is finalized. The bidders will, however, have to apply for refund through a written request on their company/firm letter head addressed to DIGP Shaheed Benazir Abad.
- xiii) The successful bidder will have to deposit 10% security of the amount of contract, in the form of pay order or bank guarantee, to the satisfaction of DIGP Shaheed Benazir Abad. The same will be returned on due completion of the contract and warranty period.
- xiv) Parties whose bids are accepted shall have to sign a written contract with DIGP Shaheed Benazir Abad as per format at Annexure "A" or on mutually agreed terms & conditions/format by both the parties.
- xv) To conform, the approved specifications, the evaluation criteria of bids/samples will be base on the technical expert opinion, observation of procurement committee and terms and condition set forth in the bidding documents, tender notice and Bid Form or as deemed appropriate by the Procurement Committee.
- xvi) Date of opening of the Financial Proposals will be announced separately. The proposal of only those bidders will be considered/opened which are declared qualified after evaluation



of technical bids and upon fulfilling all the condition by the Procurement Committee. Further enquiry can be made from DIGP Shaheed Benazir Abad, on telephone No. 0244-9370563 during office hours on working days.

- xvii) Conditional tenders/bids will not be acceptable.
- xviii) Authority Letter from Principal Company for product and vender authentication shall be provided with the bid.
- xix) The Procurement Committee reserves the right to increase or decrease the scope of work/number of items/quantityas per SPPRA Rules.

2. Delivery of RFP (Request for Proposals) is as under:-

Technical & Financial proposals (2 copies each) should be submitted by 1400 hours at the address given below:

Office of DIGP Shaheed Benazir Abad Range
Society Road Nawabshah
Tel # 0244-9370563, Fax # 9370565

- (i) The technical proposals will be opened on the same day at 1400 hours at the same address. The responding organization shall deliver 2 (two) copies of the technical & financial proposal each copy being physically separated, bound, sealed and labeled as "TEHINICAL PROPOSAL" and " FINANCIAL PROPOSAL." (one Original and one copy), labeled as such on their respective envelopes. The bid security of 2% of the offer in shape of Bank guarantee or Pay Order shall be enclosed in the envelope marked "FINANCIAL PROPOSAL" without the financial proposal shall not be considered and bid shall be rejected.

(iii) Submission of Proposal

The complete proposals should be submitted by 1400 hours on 15.05.2018 at the address given in 2(ii) above.

The format of submission of proposal is attached as Annexure-B and Annexure-C.

CNIC copies of Owner/Authorized person along with witness should be enclosed. (Please provide photocopies of relevant documents).

(iv) Opening of Proposals.

The proposals submitted against this RFP will be opened on date mentioned above at 1400 hours in front of the **Procurement Committee** of DIGP SBA Range Office.

3. Evaluation and Comparison of Technical and Financial Bids

The evaluation will be performed assuming the Contract will be awarded to the bid confirming to Eligibility Criteria and most closely conforming to evaluation criteria and other conditions specified in the bidding documents and having lowest evaluated cost.

a. Eligibility Criteria

- Valid Registration with Income Tax.



- Valid Registration with Sales Tax.
- Company History years in business.
- Under taking on stamp paper that firm is not involved in any litigation, Department rift, abandoned or unnecessary delay in completion of any work in the Government Department.
- Affidavit/Undertaking on stamp paper that the firm has not been black listed previously by any executing agency.

(Note: All documents are mandatory and must be provided otherwise the bid will not be considered).

Information Required

A General

- 1 Name of Bidder
- 2 No of Years in business in Pakistan
- 3 No of Offices locations in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
 - Sole Proprietor
 - Partnership Firm
 - Private Limited Company
 - Public Limited Company
 - Entity registered / incorporated outside Pakistan (Give details)
 - Other (Please specify)
- 8 Names of Owner / Partners / Chief Executive / Directors.
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information).

4. Contacting the Purchaser

Any effort by a bidder to influence the Purchaser in the Purchaser's decisions in respect of bid evaluation, or Contract award will result in the rejection of the bidder's bid.

5. Purchaser's Right to Accept the Bid or Reject the Bid.

The Purchaser reserves the right to accept or reject the bid in according with SPPRules-2010, and to annul the bidding process at any time prior to award of Contract, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for the Purchase's action.

Definitions

In this Contract, the following terms shall be interpreted as indicated:

- **"Purchaser"** means the DIGP Shaheed Benazirabad Range
- **"Contractor"** means the individual or firm whose bid has been accepted by the Purchaser and the legal successors, in title to the Contractor.
- **"Contract"** means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- **"Commencement Date of the Contract"** means the date of signing of the Contract between the Purchaser and the Contractor.
- **"Contractor Price"** means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
- **"Contractor Value"** means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportionable to the Software or Services in question.



- “Services” means services, such as testing and other such obligations of the Contractor covered under the Contract.
- “Works” means all items to be provided and work to be done by the Contractor under the Contract.
- “RO” means Responding Organization/ Bidder Firm.
- “RFP” means Request for Proposal.

Annexure-A-1/4

Sample Contract Agreement

1. This contract agreement is made and entered into on _____, 2018, BY AND BETWEEN.

- i) **Deputy Inspector General of Police, Shaheed Benazirabad Range, Society Road Nawabshah**, hereinafter referred as Purchaser, which expression shall unless repugnant to the context or meaning thereof, be deemed to include its successors and permitted assigns officers delegated to perform functions procurements for and on behalf of various units of Sindh Police department of ONE PART.

AND

- ii) _____
_ having its registered office at hereinafter referred as supplier, which expression shall, unless repugnant to the context of meaning thereof, be deemed to include its successors and permitted assigns of the OTHER PART.

2. WHEREAS the Deputy Inspector General of Police, Shaheed Benazirabad Range is entrusted with responsibility of procurement of item / articles during current financial year 2017-2018 as per description, with specification and quantity, given below:-

S.NO.	DESCRIPTION OF ARTICLES WITH SPECIFICATION	QUANTITY/ NUMBER	Delivery
---	---	---	
---	---	---	
---	---	---	

3. AND WHEREAS, the **Deputy Inspector General of Police, Sindh**, in accordance with The Public Procurement Rules,2010 as adopted by Government of Sindh vide notification No.

dated: _____.



4. That **M/s.** _____ participated in the response of open tenders, floated by DIGP SBA, by submitting technical and financial bids, after necessary evaluation of the item / articles described above; the Departmental Committee opened the financial bids in front of all bidders on 15.05.2018.
5. That the rates offered by **M/s.** _____ for the item / articles as shown and given above, were found to be lowest offered in comparative terms with the rates of other bidders participating in the process. Therefore, on the recommendation of Departmental Committee, the DIGP SBA has accorded approval to place purchase/procurement order with **M/s.** _____ on terms and conditions specified below:-

NOW THEREFORE PARTIES HEREBY AGREE AS FOLLOWS

- i) That **M/s.** _____ shall supply products/items, articles described and specified along with quantity the above within 30 **days** from the date of signing of this agreement.
- ii) That all deliveries shall be made at _____, DIGP SBA between on working days only.
- iii) That every article shall be made and finished in all respects to entire satisfaction of Departmental Inspection Committee which shall be at liberty to reject any item/article or part thereof if it is not in accordance with approved sample and specification mentioned in the tender documents submitted by supplier at the time of bidding, and evaluated and approved for this purchase order and such rejection shall be final. The no appeal or review will be permissible against the decision of inspection committee.
- iv) That the **DIGP SBA**, shall give written receipt signed by him giving out complete details, exhibiting the number of items/articles delivered and the number items/articles accepted and rejected, and such receipts shall be conclusive evidence of the acceptance and rejection of the number of articles specified as accepted and rejected.
- v) That all articles rejected shall be taken back and removed by the **M/s.** _____ and nothing shall become due or recoverable by the **M/s.** _____ in respect on account of items/articles so rejected.



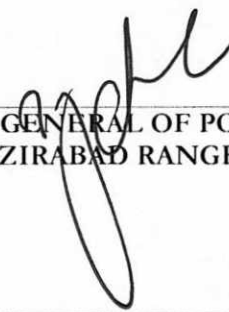
- vi) That all articles accepted shall be paid for the **DIGP SBA** at the rate of specified below (FOR Destination) within financial year **2017-18**.

ITEM / ARTICLE	RATE PER UNIT

- vii) In case **M/s.**_____ make default, in the due performance of this agreement/contract in part or full, **DIGP SBA Range** shall be at liberty to impose and recover L.D. Charges not exceeding 2% per month thereof. The penalty shall be applicable only to the extent of items/articles supplied late.
- viii) The **DIGP SBA Range** shall have right to assess, demand and recover any damages suffered by Police Department due to late supply of the items/articles from the supplier.
- ix) The **DIGP SBA Range** shall be at liberty to deduct and retain the amount so assessed from the bill that may be or may become due and payable at or after the time of such failure to the **M/s.**_____ by the said **DIGP SBA Range** whether by virtue of agreement or otherwise.
- x) The **DIGP SBA** shall not be responsible for non-performance of this agreement due to change in law, rules and policy of the government as notified in official gazette from time to time.
- xi) That all conditions laid down in the rules framed for procurement by the Government shall apply to transactions made under this contract agreement and both parties shall be bound by it.
6. This contract agreement shall be construed, and the legal relations created herein will be determined in accordance with the laws of Islamic Republic of Pakistan.
7. Any notice required under this contract agreement shall be in writing and shall be effective when received by the addressee at its given address.



8. If any term, conditions, or provision in this Agreement is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavour in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in the Agreement. If the parties fail to agree on such amendments, such invalid terms, condition or provision will be served from remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
9. This agreement may be amended only in writing signed by both the parties.
10. IN WITNESS WHEREOF, the parties have executed this agreement on the date set forth above.



DEPUTY INSPECTOR GENERAL OF POLICE
SHAHEED BENAZIRABAD RANGE

M/s _____

Witness:

1) _____

2) _____



Technical Proposal Form

Bidder's Profile				
Name				
Official Address				
Telephone(s) No.				
Official Fax No.				
GST Registration No.				
Income Tax Reg. No.				
S#	Name of Item	Model	Made in	Supply During (in Months)

Note: Please read carefully the whole document and provide all necessary details with proof of evidence.

BIDDER (Sign + Seal)

**Financial Proposal Form**

Bidder's Profile				
Name				
Official Address				
Telephone(s) No.				
Official Fax No.				
GST Registration No.				
Income Tax Reg. No.				
No. of years in business				
Sr.No.	Quoted ItemName	Quantity	Unit Cost (Rs) with all Govt: Taxes	Total Cost (Rs) inclusive all taxes
Total Cost in Pak Rupees				
(in words. _____)				

Note: Earnest money will be equivalent to 2% of the total bid cost.
Only Pay Order/Bank Draft for earnest money will be acceptable in favour of DIGP SBA Range

BIDDER (Sign + Seal)